THE CORPORATION OF THE MUNICIPALITY OF SIOUX LOOKOUT

Addendum No. 1

Snow Clearing and Sanding Services - Winter 2026-2027

Request for Quotation (RFQ) No. Q033-2026

ADDENDUM ISSUE DATE	October 23, 2026
RFQ CLOSING DATE & TIME	October 28, 2026 at 2:00 PM Central Time
RFQ NUMBER	Q033-2026

All other terms and conditions of RFQ Q033-2026 remain unchanged unless specifically modified by this Addendum.

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1. Purpose

This Addendum forms part of RFQ Q033-2026 and shall be read in conjunction with the RFQ and all appendices. It provides responses to bidder questions and makes the specific amendments identified below. Where this Addendum conflicts with the original RFQ, this Addendum governs. The Closing Date and Time remain unchanged at October 28, 2026 at 2:00 PM Central Time.

2. Snow-Clearing Events and Payment

Question: If a prolonged snowfall requires multiple complete passes over 24-48 hours, is this one billable clearing event or multiple events?

Municipality Response: A continuous Winter Event is one billable Full Clearing Event for the applicable service component, regardless of duration or the number of passes reasonably required to meet the applicable MMS and Municipal direction. A subsequent event may be treated as a new Full Clearing Event where the previous event has ended, there has been a clear break of at least four (4) continuous hours with no snowfall, and a new snowfall or winter condition subsequently meets the applicable service trigger.

> **RFQ Amendment: Section 1.6, definition of "Full Clearing Event," is supplemented accordingly. Repeated passes during a continuing event do not create additional full-event charges.**

Question: If only certain roads, back lanes or facilities require clearing, how will partial clearing be compensated?

Municipality Response: Part B pricing is established by service component. The applicable per-event rate is payable only where the Municipality directs, or the MMS requires, that component to be serviced. Once a component is triggered, its per-event price includes all work reasonably required for that component during the event, including later completion of lower-priority routes within the applicable MMS timeframe. A delayed completion of lower-priority routes from the same event does not create a second event charge. Any special partial assignment outside a Full Clearing Event must be specifically authorized and will be compensated only at an agreed unit, hourly or lump-sum price.

Question: What determines whether a subsequent call-out qualifies as a new billable event?

Municipality Response: The same criteria above apply: a prior event must have ended, there must be a clear break of at least four (4) continuous hours with no snowfall, and a subsequent condition must independently meet the applicable trigger or be specifically directed by the Municipality.

Question: Can the Municipality provide historical quantities for full clearing events, partial call-outs and stand-alone sanding?

Municipality Response: Historical winter conditions and operating practices vary and are not being provided as a guaranteed basis for pricing. Bidders shall base their Quotation on the RFQ scope, route maps, service triggers and their own experience. Section 9.2 remains applicable: no minimum number of events, applications, hours or assignments is guaranteed.

3. Sanding Materials and Requirements

Question: Will the Municipality supply sand, salt or other approved de-icing material?

Municipality Response: Yes. The Municipality will supply the approved winter sanding/de-icing material for services awarded under this RFQ. The Contractor will coordinate loading or pickup with Public Works. The Contractor will not have unrestricted or unattended access to Municipal stockpiles or storage areas.

> **RFQ Amendment: For bidding purposes, bidders shall not include a separate purchase cost for Municipality-supplied material. The "Approved material - Per tonne or included" line in Appendix D.4 shall be marked "Municipality Supplied / N/A." All Contractor costs for mobilization, handling, transport from the agreed loading point, application, equipment and labour shall be included in the applicable sanding rates.**

Question: Are there prescribed material application rates, mixtures or products?

Municipality Response: Application shall be appropriate to the actual road, sidewalk or facility condition and sufficient to provide reasonable traction and meet applicable service requirements. Application shall not be excessive. The Municipality may monitor application practices and direct reasonable adjustments based on temperature, snowfall, wind, surface condition and observed traction.

Question: Will Municipal storage and loading facilities be available to the Contractor?

Municipality Response: No Municipal storage area will be assigned for the Contractor's independent use. Loading or pickup of Municipality-supplied material will be coordinated with Public Works as required.

4. Snowbank Removal, Hauling and Disposal

Question: When does routine pushing, winging or benching become separately billable snowbank removal?

Municipality Response: Routine snow placement, winging back and reasonable benching required to complete a normal clearing event are included in the applicable clearing price. Separate snowbank removal, loading, hauling or disposal is payable only when specifically authorized by the Municipality. Snowbanks approaching approximately 24 inches in height may prompt review, but this is an operational guideline rather than an automatic payment trigger. The Municipality may direct removal earlier or later based on sightlines, lane width, drainage, access, storage capacity or other operational considerations.

> **RFQ Amendment: Section 4.5 is clarified so that separately billable snowbank removal requires prior Municipal authorization.**

Question: Where are the approved snow disposal locations and are there disposal fees?

Municipality Response: Approved snow disposal locations are shown on the Snow Disposal Locations Map being issued with this Addendum as Attachment A. There are no disposal fees for snow hauled under this Contract. Hauling distance will vary depending on the location from which snow is removed. No single or guaranteed hauling distance applies. Bidders shall use Attachment A to assess anticipated travel distances for pricing purposes.

Question: How will authorized snowbank removal and hauling be priced?

Municipality Response: Prior authorization is required for each occurrence. The Municipality's preference is to agree on a lump-sum price for each defined removal assignment before the work begins, using the accepted equipment rates in Appendix D as a reference where appropriate. Where a lump sum is not practical, the Municipality may authorize payment using the accepted hourly rates. No separately billable removal work shall proceed without prior Municipal authorization.

5. Preventative Snowbank Removal and Contractor Discretion

Question: May the Contractor undertake preventative snowbank removal without explicit approval or within a pre-approved budget threshold?

Municipality Response: No. The Contractor shall place snow during normal clearing so as to minimize unsafe sightline, narrowing, access and drainage impacts, but separately billable preventative snowbank removal must be authorized by the Municipality in advance. No standing or discretionary snowbank-removal budget will be provided to the Contractor. The Municipality is open to discussing emerging concerns with the successful Contractor so that authorized work can be planned before conditions become problematic.

6. Municipal Involvement and Contractor Responsibilities

Question: Will the successful Contractor assume responsibility for the awarded urban snow-clearing services, or will Municipal crews continue to perform the same work?

Municipality Response: The successful Contractor will be responsible for the awarded urban snow-clearing services shown in the RFQ and route maps. The Contractor is expected to coordinate with the Operations Supervisor before and during qualifying events. The decision to trigger a snow-clearing exercise will generally remain with the Operations Supervisor or Public Works Manager, although that authority may be delegated to the Contractor on a case-by-case basis.

Question: How will responsibilities be divided if Municipal crews remain involved?

Municipality Response: Municipal and Contractor resources will not normally be assigned to the same urban route at the same time. The Municipality will retain accessibility-program driveway windrow removal using Municipal forces. Contractor assistance on rural routes may be requested on an occasional, as-needed basis because of equipment breakdowns, staffing shortages or operational needs. Where rural assistance is requested, specific routes will be assigned so work does not overlap with Municipal crews.

> **RFQ Amendment: Accessibility-program driveway windrow removal is removed from the base Part B Contractor scope. Bidders shall enter "N/A - Municipality Retained" for the corresponding line in Appendix D.3. References in Sections 1.3, 3.3, 4.4, 6.4 and 8.4 to Contractor-performed accessibility-program windrow removal are amended accordingly.**

Question: Will the Contractor be responsible for all qualifying urban events or only supplement Municipal operations?

Municipality Response: The Contractor shall staff and equip for the awarded urban scope and be capable of responding to qualifying events in accordance with the RFQ and applicable MMS. The Contractor shall coordinate each event with the Operations Supervisor. Rural assistance, if requested, is additional work and is not part of the base urban Full Clearing Event price.

Question: Will standby compensation be provided because the Contractor must maintain 24/7 availability?

Municipality Response: No general seasonal standby or availability payment is provided. Compensation applies to authorized services performed in accordance with the accepted pricing, subject to the specific cancelled-call-out provision in Section 9 of this Addendum.

7. Route Boundaries and Quantities

Question: Can the Municipality provide total lane-kilometres and a complete inventory of back lanes?

Municipality Response: Appendix B and the route maps in Appendix C define the base Part B scope and are the controlling information for bidding. The original RFQ already includes the available road, back-lane, sidewalk and walking-trail route maps. Bidders shall use those maps and the roadway inventory to assess quantities and route effort. The Municipality does not warrant a surveyed or guaranteed lane-kilometre quantity.

Question: Are cemetery roads included in the urban clearing-event price?

Municipality Response: Yes. The cemetery roads shown in Appendix C are included in the base Part B urban snow-clearing scope and are to be completed with the secondary and tertiary route work as operationally directed. No separate cemetery-road event charge applies.

Question: How will additional roads, sidewalks or facilities added during the Contract be compensated?

Municipality Response: No additions to the base urban scope are presently anticipated. Rural assistance or other work outside the awarded base scope will require prior Municipal authorization and will be compensated using the applicable accepted hourly rate or another lump-sum or unit price agreed in writing before the work proceeds, in accordance with Section 9.7.

8. Response Times and Operational Requirements

Question: Does the four-hour mobilization requirement mean dispatch within four hours or physically arriving and beginning work?

Municipality Response: It means the required equipment must physically arrive and begin the directed work within four (4) hours after the Municipal call-out, unless a shorter timeframe is necessary to meet a facility opening requirement or another specific direction is given.

RFQ Amendment: Section 6.2 is clarified accordingly.

Question: Are Appendix A facility completion times firm deadlines or operational targets?

Municipality Response: The wording in Appendix A remains as issued. Requirements stated as “clear before” are expected completion requirements. Wording such as “target,” “approximately” or “ideally” identifies an operational target. During an exceptional or severe event, reasonable delay may occur, but the listed priority order remains applicable and high-priority sites are to be attended as soon as practicable after higher-order emergency and arterial obligations are addressed.

Question: If Municipal direction changes route priorities during an event, how will additional passes or delays be handled?

Municipality Response: The Municipality does not anticipate routinely changing the Appendix C priority sequence. A direction that changes sequence within the awarded urban scope does not by itself create an additional Full Clearing Event charge. Work outside the awarded scope, including rural assistance, must be separately authorized and compensated in accordance with the accepted rates or an agreed price.

Question: Will pre-season and post-season condition inspections be completed?

Municipality Response: Yes. The Municipality will arrange a pre-season inspection with a Contractor representative and the Operations Supervisor to document relevant existing conditions and hazards, followed by a post-season inspection to review Contractor-related damage or outstanding issues.

9. Equipment, Staffing and Insurance

Question: Must primary and backup equipment be dedicated exclusively to this Contract?

Municipality Response: No. Equipment may be used for other assignments provided those assignments do not impair the Contractor's ability to meet the response, availability, backup-capacity and MMS obligations of this Contract.

Question: Will equivalent alternative equipment configurations be accepted?

Municipality Response: Alternative equipment or configurations may be considered where they provide equal or better operational capability, are suitably sized for the assigned routes, do not delay service, do not create undue damage risk and do not adversely affect MMS compliance. Any material substitution from the accepted equipment schedule requires prior Municipal approval.

Question: Are the stated $5 million CGL and $2 million automobile liability limits the complete insurance requirements?

Municipality Response: They are the stated minimum limits. Section 9.4 also requires WSIB coverage and any additional coverage reasonably required by law or the Municipality's insurer for the awarded Work. Any additional insurance voluntarily obtained by the Contractor beyond those requirements is at the Contractor's own cost.

10. Pricing and Contract Administration

Question: For authorized hourly work, when does billable time begin?

Municipality Response: For urban snowbank-removal or other hourly work, billable time will generally begin when the equipment arrives at the authorized work location. Where the Municipality specifically requests assistance on a rural route, reasonable travel time to and from the assigned route may be authorized in advance.

Question: If the Municipality directs mobilization and then cancels the call-out, will standby or minimum-call-out compensation apply?

Municipality Response: If the Municipality expressly directs the Contractor to mobilize and subsequently cancels the call-out before the work proceeds, a reasonable cancellation or standby charge may be payable only where the charge was disclosed in the Quotation and accepted by the Municipality. If the Municipality has not directed mobilization, no standby payment applies merely because weather was forecast or the Contractor was maintaining general availability.

> **RFQ Amendment: Bidders shall add to Appendix F.4 the proposed cancelled-call-out / standby charge, if any, stated as a fixed amount or clear unit basis. If no charge is stated, the Bidder will be deemed to have included this risk in its other pricing and no separate cancellation or standby charge will apply.**
>
> **Cancelled Municipal Call-Out / Standby Charge: $_____ per occurrence**
>
> **Alternative clear unit basis, if applicable: _____**

Question: Will compensation be available if the Municipality terminates the Contract without cause?

Municipality Response: The termination provisions are amended below to distinguish Contractor default, an immediate Municipal decision to resume the awarded winter work using Municipal forces, and other termination without cause.

11. Amendment to Section 9.6 - Termination and Transition

Section 9.6 of the RFQ is deleted and replaced with the following:

9.6 Termination and Transition
a) Termination for Default. The Municipality may terminate all or part of the Agreement immediately where Contractor default creates an actual or potential public-safety risk, the Contractor abandons or is unable to perform the Work, fails to maintain required insurance, staffing or equipment, becomes insolvent, provides materially false information, or commits serious misconduct or a material legal violation. For other material defaults, the Municipality may provide a cure period appropriate to the circumstances. On termination for default, the Contractor is entitled only to payment for authorized Work satisfactorily completed to the effective termination date. No termination fee, cancellation charge, lost profit, committed-cost payment, employee-transition reimbursement or other additional compensation is payable.

b) Municipal Resumption of Winter Operations. If the Municipality elects to resume all or part of the awarded winter-maintenance services using Municipal forces, the Municipality may terminate the affected services immediately on written notice. In addition to payment for authorized Work satisfactorily completed to the effective termination date, the Municipality will reimburse actual and documented employment costs for up to two (2) regular work weeks for incremental employees hired specifically to perform this Contract, and whose employment is terminated, temporarily laid off or whose regular hours are reduced as a direct result of the Municipality's resumption of the affected services, but only where those employees and their fully loaded employment costs were disclosed in the Bidder's Quotation and accepted by the Municipality.

Eligibility for this reimbursement is limited to incremental employees hired specifically for the Contract. It does not apply to pre-existing employees, owners, management personnel, subcontractor personnel, employees reassigned to other work without loss, or costs not actually incurred. No markup, overhead, profit, equipment cost, financing cost, lost revenue, lost opportunity or other termination compensation is payable. The reimbursement is a contractual transition allowance and does not alter the Contractor's independent obligations as an employer.

c) Other Termination Without Cause. For a termination without cause for a reason other than Municipal resumption of the awarded winter operations, the Municipality may terminate all or part of the Agreement on thirty (30) days written notice. The Contractor is entitled only to payment for authorized Work satisfactorily completed to the effective termination date and is not entitled to lost profit, anticipated revenue, loss of opportunity or other cancellation compensation.

d) Municipal Step-In. The Municipality's use of Municipal staff, equipment or alternate forces to address a service deficiency, emergency or public-safety concern does not by itself constitute termination and does not entitle the Contractor to payment for Work performed by Municipal or alternate forces. Where alternate forces are required because of Contractor default, the Municipality may recover or set off the reasonable resulting costs.

e) Transition. On termination or expiry, the Contractor shall promptly provide all outstanding service records and cooperate in an orderly transition of the Services.

12. Bidder Disclosure for Incremental Employees

To be eligible for the employee-transition reimbursement described in revised Section 9.6(b), a Bidder shall include the following schedule with its Quotation. If no incremental employees will be hired specifically for this Contract, state "None." Failure to disclose an employee category and cost in the Quotation means that category will not be eligible for reimbursement under Section 9.6(b).

Position / Classification	No. of Incremental Employees	Regular Hours / Week	Loaded Hourly Employment Cost	Loaded Weekly Cost	Hired Specifically for Q033-2026?

**Attach additional rows or a supplementary schedule where more than one employee classification applies.*

"Loaded employment cost" means the Bidder's actual regular wage cost plus employer-paid statutory and employment-related costs that are directly attributable to the employee. The Municipality may require payroll or other supporting records before reimbursement.

13. Attachments and Route Information

- Attachment A - Snow Disposal Locations Map, issued with this Addendum.
- The road, back-lane, sidewalk, walking-trail and cemetery route maps contained in Appendix C of the original RFQ remain in effect and are not reissued by this Addendum.

14. RFQ Schedule

The RFQ Closing Date and Time remain unchanged: October 28, 2026 at 2:00 PM Central Time. No other procurement schedule dates are changed by this Addendum.

15. Acknowledgement of Addendum

Bidders shall acknowledge receipt and review of this Addendum in Appendix H of their Quotation. This Addendum forms part of the RFQ and any resulting Contract.

END OF ADDENDUM NO. 1



Attachment A - Snow Disposal Locations Map